

MUMBAI PORT AUTHORITY
TRAFFIC DEPARTMENT

Advertisement No. TM/ZE/1-1/691 of 2025-26

dated 21 AUG 2025

Mumbai Port Authority invites applications from the employees retired from the post of Sanitary Supervisor / Sanitary Inspector Gr. I/ II of Traffic Department, Mumbai Port Authority, for engagement as Jr. Associate (Sanitary) in Traffic Department **purely on contract basis (two posts).**

1. Educational/Professional Qualification/Experience:

The employee should have been Retired from the category of Sanitary Supervisor / Sanitary Inspector Gr. I/II from Traffic Department, MbPA.

2. Age Limit:

The maximum age limit for the above position is 65 years.

Note :

- (i) The crucial date for determining eligibility criteria regarding age shall be as on 01.09.2025.
- (ii) Only eligible applicants who fulfil the criteria of essential experience and age shall apply.

3. Roles and responsibilities for the above position:

- (i) Monitoring and supervising overall cleanliness activity
- (ii) Allocating the work amongst Sanitary Health Workers, Safaiwalas etc.
- (iii) Liaising with CISF control room for deployment of CISF escort vehicle for clearing garbage.
- (iv) Sending periodic reports as and when required to Hamallage Office regarding the status of cleanliness
- (v) Accompanying PHO, MCGM, NCDC officials etc. to visit to the docks and outlying areas and carry out the necessary actions as per the observations received.
- (vi) Attending periodic meetings wherever required and taking necessary action on the minutes thereof.
- vii) Understanding scope of work and other conditions of running Sanitary Tenders and taking necessary action accordingly.
- viii) Understanding scope of work and other conditions of upcoming Sanitary Tenders and taking action accordingly after implementation of the same.

4. **Consolidated Remuneration:**

The remuneration shall be arrived at by deducting the basic pension from the pay drawn at the time of retirement, subject to monthly remuneration not exceeding Rs. 45,000/- (Remuneration) + Rs. 10,000/- (Transport Allowance). Thus, consolidated maximum remuneration will be Rs. 55,000/-. Applicable/ statutory taxes will be deductible.

5. **Period of contractual Engagement:**

The Jr. Associate (Sanitary) will be engaged **purely on contractual basis** for a period of one year. This is only a contractual assignment and MbPA will not provide for regularization or permanency etc.

6. The other terms and conditions of the contract are given at **Annexure I**.

7. **General instructions:**

- (i) Mumbai Port Authority (MbPA) does not assume any responsibility for the candidates not being able to submit their applications within the last date whatsoever.
- (ii) Self- attested copies of documents/ certificates relating to Age/ Qualification/Experience etc. will have to be submitted along with the application and candidates shall produce the original certificate(s) for verification at the time of interview.
- (iii) Candidates serving in Government/ Semi Government, Public Sector Undertakings/ Autonomous Bodies will be required to submit "No Objection Certificate" from their employer at the time of application, failing which their candidature may not be considered.
- (iv) Candidates who are selected are required to submit discharge letter/ relieving letter from their employer (Govt/ Semi Government Public Sector/ Autonomous Bodies/ Private Sector) at the time of joining Mumbai Port Authority, without which they will not be allowed to join.
- (v) Engagement of selected candidate is subject to being found medically fit as per the requirements of the Mumbai Port Authority. Such engagement will also be subject to the service and contract rules of the Mumbai Port Authority.
- (vi) Decisions of the Mumbai Port Authority in all matters regarding eligibility, shortlisting and engagement shall be final and binding on all candidates. No representation or correspondence will be entertained by the Mumbai Port Authority in this regard.

- (vii) Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/ or an application in response thereto can be instituted only in Mumbai. Courts/ Tribunals/ Forums at Mumbai only shall have sole and exclusive jurisdiction to try any cause/ dispute.
- (viii) **No TA/DA** will be paid for appearing in written examination/ interview, if called.
- (ix) Any update, corrigendum etc. of this advertisement will be displayed in the Mumbai Port's website only. Hence, candidates are requested to keep in regular watch on Port's website, i.e., www.mumbaiport.gov.in under 'Career > Vacancy> Advertisement' menu.
- (x) Changes if any in the recruitment process will be displayed in this Port's website and no separate communication will be made to the individual applicant.
- (xi) Canvassing in any form will disqualify the candidate and no correspondence shall be entertained in this regard.
- (xii) The Management reserves the rights to cancel or make any changes in the number of vacancies, alteration/additions/deletions of any clause in the Terms and Conditions in the recruitment process, if need arises, without further notice and without assigning any reasons thereof. The Mumbai Port Authority also reserves the right to cancel the above recruitment exercise at any stage of the process without assigning any reason thereof.
- (xiii) Application received in incomplete format or without relevant documents in support of eligibility or mere submission of CV/ Resume for the said position would not be considered for further recruitment process. Also, application received after the due date will be liable to be rejected.
- (xiv) Conflict of interest:

On selection, the Jr. Associate (Sanitary) shall be expected to conduct themselves in accordance with the rules and regulations of the MbPA. He will be expected to demonstrate high moral character, integrity, secrecy of office and dedication to work while discharging his duties. In case the services of the Jr. Associate (Sanitary) are not found satisfactory or found in conflict with the interest of the MbPA, his services can be terminated forthwith.

The Jr. Associate (Sanitary) engaged by MbPA shall in no case take up any other assignment during the period of engagement. Further, the Jr. Associate (Sanitary) in no case represent or give opinion or advice to others in any matter which is adverse to the interest of MbPA nor will he indulge in any activity outside the terms of the contractual assignment.

(xv) Confidential nature of documents and information:

On selection, Jr. Associate (Sanitary) will be governed by the Official Secrets Act, 1923, as amended from time to time and will not disclose any information/data acquired by him during their engagement to any unauthorised person(s) in the Department. Jr. Associate (Sanitary), shall not except with the previous sanction of MbPA, or in the bona fide discharge of his duties, publish a book or a compilation of articles or participate in radio broadcast or contribute an article or write a letter to any newspaper(s) or periodical either in his own name or anonymously or pseudonymously in the name of any other person if such book, article, broadcast or letter relates to subject matter pertains to official business of MbPA.

The Jr. Associate (Sanitary) shall be bound to hand-over the entire set of records of assignment to MbPA before the expiry of the contract and before the final payment is released by the MbPA.

(xvi) Termination of contractual engagement:

- (a) The engagement of service can be terminated by the MbPA, without assigning any reason, by giving him not less than one month's prior notice in writing. In such case, no compensation or payment for remaining period of contract will be paid by the MbPA.
- (b) He may terminate the engagement of service with the Port, without any cause, by giving not less than one month's prior notice during the subsistence of the contractual period.
- (c) If at any time, the declaration given or information furnished by the candidate is proved to be false or if the candidate is found to have willfully suppressed any material information for securing the job, he will be terminated forthwith without notice, apart from any other action, as may be deemed fit by the MbPA.
- (d) MbPA reserves the right to terminate his engagement summarily without any notice period, if it has reasonable ground to believe him guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss/damage to the Port.
- (e) The engagement of service can be terminated by the MbPA without notice if the Jr. Associate (Sanitary) is unable to address the assigned work, quality of the work is not to the satisfaction of the department/division, fails in timely achievement of the assigned work, found lacking in honesty and integrity and if any adverse report is received from the Police while verification of antecedents.

- (f) On the termination of his contractual service for reason, whatsoever, he shall return to MbPA, all property, documents and papers, both original and copies thereof, including soft copies, any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data, etc. and Confidential Information etc., in his possession.
- (xvii) The candidates need to quote 2 reference persons related to their field with their contact details.

7. How to apply:

Interested candidates may submit their application in the prescribed format (**Application form**) by:

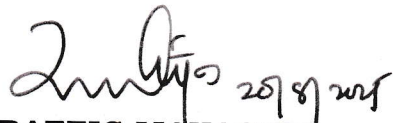
- (i) Downloading the application format (**Annexure II**) from website www.mumbaiport.gov.in ('People & Career/ Jobs/ Advertisements' menu).
- (ii) Filling the application format with the required details and declaration.
- (iii) The filled-in application form along with required documents for determining eligibility is to be sent to the below mentioned address before the last date of application i.e. **19.09.2025** by superscribing on the envelope as "**Application for engagement of Jr. Associate (Sanitary) on contract basis**".

Traffic Department (Establishment Branch)
2nd floor, Vijaydeep Building,
Shoorji Vallabhdas Marg,
Mumbai – 400 001.

- (iv) Merely submitting Resume/ CVs and Incomplete application will liable to be rejected.

The last date for receipt of applications will be **19.09.2025**.

8. An interview of eligible candidates for selection of Jr. Associate (Sanitary) will be held.


(TRAFFIC MANAGER)
MUMBAI PORT AUTHORITY